

SCAO Approved Court Forms - New and Revised

The following SCAO Approved court forms were distributed to courts and printers in December of 2004.

The following PC forms contain a revision date of 9/04 and the FOC forms contain a revision date of 10/04 unless noted otherwise. Previous versions of these forms can be used until stock is depleted except as noted. Below are the form titles.

PC Forms

PC 549 - Petition to Establish Death of Accident or Disaster Victim

PC 556 - Petition and Order for Assignment

PC 558 - Application for Informal Probate and/or Appointment of Personal Representative (Testate/Intestate)

PC 559 - Petition for Probate and/or Appointment of Personal Representative (Testate/Intestate) until 6/30/04

PC 565 - Testimony, Interested Persons

PC 567 - Renunciation of Right to Appointment, Nomination of Personal Representative and Waiver of Notice

***PC 568 - Register's Statement** until 6/30/04

***PC 569 - Order of Formal Proceedings** until 6/30/04

PC 575 - Notice of Informal Probate (No Personal Representative Appointed)

PC 581 - Notice to Spouse of Rights of Election and Allowances, Proof of Service, and Election

***PC 583 - Account of Fiduciary, Short Form** until 12/31/04

***PC 584 - Account of Fiduciary, Long Form** until 12/31/04

PC 585a - Petition to Allow Account(s)

PC 585b - Order Allowing Account(s)

PC 586 - Petition and Order

SCAO Approved Court Forms - New and Revised (continued)

PC Forms (continued)

PC 587 - Notice of Continued Administration

PC 590 - Sworn Closing Statement, Summary Proceeding, Small Estates

PC 591 - Sworn Statement to Close Unsupervised Administration

PC 600 - Notice of Deficiency

***PC 604 - Petition for Removal of Personal Representative and Appointment of Successor (Estate Not Closed) until 6/30/04**

PC 606 - Appearance of Parent of Minor

***PC 607 - Application/Petition to Reopen Estate until 6/30/04**

***PC 610 - Registration of Trust until 6/30/04**

PC 617 - Declaration of Inquiry

PC 635 - Order Appointing Person to Review / Investigate Guardianship

PC 637 - Order Following Review of Guardianship

PC 638a - Order Regarding Appointment of Guardian/Conservator

PC 642 - Order Appointing Guardian Ad Litem/Attorney/Lawyer Guardian Ad Litem

***PC 648 - Minor Conservatorship – Final Account, Waiver and Consent, . . . until 6/30/04**

***PC 652 - Limited Guardianship Placement Plan until 12/31/04**

PC 653 - Order Regarding Appointment of Guardian/Limited Guardian of a Minor

PC 658 - Petition for Appointment of Guardian, Individual with Alleged Developmental Disability

PC 662 - Letters of Guardianship of Individual with Developmental Disability

PC 668 - Notice on Petition for Conservator or Protective Order

PCM Forms

PCM 219, Second or Continuing Order for Treatment

SCAO Approved Court Forms - New and Revised (continued)

FOC Forms

FOC 2 - Motion and Order to Show Cause for Contempt (Support)

FOC 2a - Motion and Order to Show Cause for Contempt (Medical)

FOC 3 - Notice of Arrearage/Enforcement - deleted

FOC 3a - Notice of Arrearage (Consumer Reporting Agency) - deleted

FOC 3b - Notice of Noncompliance (Health Care Coverage) - deleted

FOC 4 - Cash Performance Bond

FOC 5 - Order Regarding Income Withholding

***FOC 6 - Enforcement Order, Pages 1 and 2**

FOC 6a - Enforcement Order – renumbered; merged with FOC 6

FOC 7 - Notice of Hearing

FOC 9 - Petition for Modification of Judgment and Subsequent Orders - deleted effective 6/30/05

FOC 12 - Order

FOC 13a - Complaint for Enforcement of Health Care Expense Payment

FOC 14 - Bench Warrant

FOC 16 - 21 Day Notice to Alleged Violator of Custody or Parenting Time Provisions

FOC 19 - Motion and Order to Show Cause for Contempt (Custody/Parenting Time)

FOC 20 - Notice of Income Tax Intercept – deleted

FOC 23 – Verified Statement and Application for IV-D Services

FOC 25 - Order Change in Venue and Transferring Case (Post-Judgment)

FOC 26 - Request for Consumer Credit Information and Reply - deleted

FOC 27 - Notice to Payer Regarding Request for Credit Information - deleted

FOC 28 - Notice of Arrearage (Interstate Income Withholding Act) - deleted

SCAO Approved Court Forms - New and Revised (continued)

FOC Forms (continued)

FOC 29 - Order Allowing Change of Domicile/Legal Residence

FOC 30a - Order Confirming Registration of Out of State Support Order (UIFSA)

FOC 31 - Petition and Order for Transferring Case (RURESAs) - deleted

FOC 32 - Request for Tax Refund Offsets - deleted

FOC 33 - Friend of the Court Support Recommendation - deleted (see FOC 10 and 10a)

FOC 34 – 38 - Child Support Recommendation Worksheets - deleted

FOC 39a – FOC 39d - Friend of the Court Case Questionnaire

FOC 40 - Motion to Require Bond to Secure Future Support

FOC 41 - Order for Bond to Secure Future Support

FOC 42 - Performance Bond – deleted

FOC 43 - Motion to Release or Forfeit Bond to Secure Future Support

FOC 44 - Order Releasing or Forfeiting Bond to Secure Future Support

FOC 55 - Statement of Account

FOC 56 - Referee Findings and Recommendation for Order After Hearing on Bench Warrant/ Show Cause (Support), Page 1 and 2

FOC 56b - Referee Findings and Report After Hearing on Bench Warrant/Show Cause (Support), Page 2 - renumbered; merged with FOC 56

FOC 57 - Referee Findings and Recommendation for Order After Hearing on Alleged Custody/Parenting Time Violation

FOC 59 - Referee Findings and Report After Hearing on Income Withholding - deleted

FOC 60 - Referee Findings and Recommendation for Order After Hearing on Modification of Support

FOC 63 - Agreement Suspending Immediate Income Withholding

FOC 64 - Order Suspending Immediate Income Withholding

SCAO Approved Court Forms - New and Revised (continued)

FOC Forms (continued)

FOC 69 - Notice of Review on Arrearage (Consumer Reporting Agency)

FOC 70 - Determination on Arrearage

FOC 73 - Motion to Suspend/Reinstate Support Order or Automatic Enforcement of Support - deleted

FOC 74 - Order to Suspend/Reinstate Support Order or Automatic Enforcement of Support - deleted

FOC 75 - Address Information Request - deleted

FOC 81 - Motion to Suspend License

***FOC 90 - Notice of Lien cannot use, effective immediately**

FOC 92 - Notice to Release Lien

FOC 92a - Notice of Conditional Release of Lien - deleted

FOC 93 - Notice of Intent to Levy

FOC 94 - Order Correcting Omission in Order

***FOC 96 - Certificate for Interstate Lien – deleted (use federal form)**

FOC 97 - Request and Writ for Non-Periodic Garnishment for Child Support (FIDM) - deleted

FOC 98 - Garnishee Disclosure on Non-Periodic Garnishment for Child Support - deleted

FOC 99a - Order Confirming Registration of Out-of-State Child Custody Determination (UCCJEA)

FOC 101 -Advice of Rights Regarding Use of Friend of the Court Services

FOC 101a - Supplemental Notice to Advice of Rights Regarding Use of Friend of the Court Services - deleted

FOC 102 - Order Exempting Case from Friend of the Court Services

FOC 103 - Notice of Friend of the Court Case Closure – deleted (use federal form)

FOC 104 - Request to Reopen Friend of the Court Case

SCAO Approved Court Forms - New and Revised (continued)

FOC Forms (continued)

FOC 105 - Support Enforcement Order for Work First Program – deleted

FOC 105a - Support Enforcement Order for Work First Program – deleted

FOC 106 - Notice of Redirection or Abatement of Child Support - new

**FOC 107 - Notice of Objection to Proposed Redirection or Abatement of Child Support –
new**

CHANGES TO PROBATE COURT FORMS

PC 549 Petition to Establish Death of Accident or Disaster Victim

Added new item 3 by moved parenthetical from old item 3 and renumbered form

PC 556 Petition and Order for Assignment

Added certification at the bottom of the second page and removed MSA cites

PC 558 Application for Informal Probate and/or Appointment of Personal Representative (Testate/Intestate)

Revised items 2, 3, and 8; added new item 9, renumbered form, and removed MSA cites

PC 559 Petition for Probate and/or Appointment of Personal Representative

Revised items 2, 3, 9b, 10 and 11

PC 565 Testimony, Interested Persons

Revised language throughout the form to make it clearer for the user and change the notary to comply with 2003 PA 238, effective 4/01/04

PC 567 Renunciation of Right to Appointment, Nomination of Personal Representative and Waiver of Notice

Revised note to make intent clearer

PC 568 Register's Statement

Changed order of boxes in item 1, corrected cite in item 2e, added check box to item 2g and reworded, and corrected typographical errors in item 2h

PC 569 Order of Formal Proceedings

Added parenthetical to item 5, rewrote item 7, changed item 15, and added MCL cite

PC 575 Notice of Informal Probate (No Personal Representative Appointed)

Changed title and bolded portion of first sentence in "Note to Preparer"

PC 581 Notice to Spouse of Rights of Election and Allowances, Proof of Service, and Election

Changed lead-in statement in Notice

CHANGES TO PROBATE COURT FORMS (continued)

PC 583 Account of Fiduciary, Short Form

Changed title and revised items 8 and 9

PC 584 Account of Fiduciary, Long Form

Changed title and revised items 7 and 8

PC 585a Petition to Allow Account(s)

Changed case entitlement since form can be used in guardianships and conservatorships as well as estates

PC 585b Order to Allow Account(s)

Changed case entitlement since form can be used in guardianships and conservatorships as well as estates

PC 586 Petition and Order

Added cite

PC 587 Notice of Continued Administration

Revised item 1

PC 590 Sworn Closing Statement, Summary Proceeding, Small Estates

Rearranged Notice, signature, and address lines and revised notary to comply with 2003 PA 238, effective 4/01/04

PC 591 Sworn Statement to Close Unsupervised Administration

Rearranged Notice, signature, and address lines and revised notary to comply with 2003 PA 238, effective 4/01/04

PC 600 Notice of Deficiency

Added place for court address and telephone number in the masthead

PC 604 Petition for Removal of Personal Representative and Appointment of Successor (Estate Not Closed)

Changed title, revised item 2, added new item 3 and renumbered form, revised old item 3 (now item 4), and revised old item 6 (now item 7)

CHANGES TO PROBATE COURT FORMS (continued)

PC 606 Appearance of Parent of Minor

Changed case entitlement since form can be used in guardianships and conservatorships as well as estates

PC 607 Application/Petition to Reopen Estate

Changed parenthetical in item 3a, revised item 4, added parenthetical to item 5, and revised MCR cite

PC 610 Registration of Trust

Added new items 5 and 6 and renumbered form

PC 617 Declaration of Inquiry

New form

PC 635 Order Appointing Person to Review / Investigate Guardianship

Added third and fifth check boxes to item 4

PC 637 Order Following Review of Guardianship

Revised item 3 and removed MSA cites

PC 638a Order Regarding Appointment of Guardianship/Conservator

Added MCL cite

PC 642 Order Appointing Guardian ad Litem/Attorney/Lawyer Guardian Ad Litem

Added new item 7 and renumbered form

PC 648 Minor Conservatorship – Final Account, Waiver and Consent, and Order

Added check box to item 2, replaced term “ward” with “protected individual” throughout form, and revised items 6, 7, and 8

PC 652 Limited Guardianship Placement Plan

Added note about completing items 1 through 4, removed “Notice” since it was incorrect, and removed MSA cites

CHANGES TO PROBATE COURT FORMS (continued)

PC 653 Order Regarding Appointment of Guardian/Limited Guardian of Minor

Corrected typographical error in item 8

PC 658 Petition for Appointment of Guardian, Individual with Alleged Developmental Disability

Added instruction page for completing form and added identifiers to the instructions on the form

PC 662 Letters of Guardianship of Individual with Developmental Disability

Corrected typographical error in “Change of Address” on back of form

PC 668 Notice on Petition for Conservator or Protective Order

New form

PCM 219 Second or Continuing Order for Treatment

Replaced slash in item 14 with “or”

CHANGES TO FAMILY DIVISION COURT FORMS

PC 583 Account of Fiduciary, Short Form

Changed title and revised items 8 and 9

PC 584 Account of Fiduciary, Long Form

Changed title and revised items 7 and 8

PC 585a Petition to Allow Account(s)

Changed case entitlement since form can be used in guardianships and conservatorships as well as estates

PC 585b Order to Allow Account(s)

Changed case entitlement since form can be used in guardianships and conservatorships as well as estates

PC 586 Petition and Order

Added cite

PC 600 Notice of Deficiency

Added place for court address and telephone number in the masthead

PC 604 Petition for Removal of Personal Representative and Appointment of Successor (Estate Not Closed)

Changed title, revised item 2, added new item 3 and renumbered form, revised old item 3 (now item 4), and revised old item 6 (now item 7)

PC 606 Appearance of Parent of Minor

Changed case entitlement since form can be used in guardianships and conservatorships as well as estates

PC 617 Declaration of Inquiry

New form

PC 635 Order Appointing Person to Review / Investigate Guardianship

Added third and fifth check boxes to item 4

CHANGES TO FAMILY DIVISION COURT FORMS (continued)

PC 637 Order Following Review of Guardianship

Revised item 3 and removed MSA cites

PC 638a Order Regarding Appointment of Guardianship/Conservator

Added MCL cite

PC 642 Order Appointing Guardian ad Litem/Attorney/Lawyer Guardian Ad Litem

Added new item 7 and renumbered form

PC 648 Minor Conservatorship – Final Account, Waiver and Consent, and Order

Added check box to item 2, replaced term “ward” with “protected individual” throughout form, and revised items 6, 7, and 8

PC 652 Limited Guardianship Placement Plan

Added note about completing items 1 through 4, removed “Notice” since it was incorrect, and removed MSA cites

PC 653 Order Regarding Appointment of Guardian/Limited Guardian of Minor

Corrected typographical error in item 8

PC 658 Petition for Appointment of Guardian, Individual with Alleged Developmental Disability

Added instruction page for completing form and added identifiers to the instructions on the form

PC 662 Letters of Guardianship of Individual with Developmental Disability

Corrected typographical error in “Change of Address” on back of form

PC 668 Notice on Petition for Conservator or Protective Order

New form

PCM 219 Second or Continuing Order for Treatment

Replaced slash in item 14 with “or”

CHANGES TO FRIEND OF THE COURT FORMS

FOC 2 Motion and Order to Show Cause for Contempt (Support)

Revised items 2, 4, and 5; added the Note and Notice regarding hearing; and revised Certificate of Mailing

FOC 2a Motion and Order to Show Cause for Contempt (Medical)

New form; split out medical from FOC 2

FOC 3 Notice of Arrearage/Enforcement

deleted

FOC 3a Notice of Arrearage (Consumer Reporting Agency)

deleted

FOC 3b Notice of Noncompliance (Health Care Coverage)

deleted

FOC 4 Cash Performance Bond

Clarified that the bond is from the payer of support even if the actual depositor of the money is someone else and revised item 1 in the Terms and Conditions

FOC 5 Order Regarding Income Withholding

Completely revised

FOC 6 Enforcement Order, Pages 1 and 2

Changed title, merged with 6a, replaced references to plaintiff and defendant with respondent, added item 6d, added item 7, renumbered remaining items, changed cash appearance bond to performance bond, and removed old item 21

FOC 6a Enforcement Order

Merged with FOC 6

FOC 7 Notice of Hearing

Changed format of hearing date, time, and location

FOC 9 Petition for Modification of Judgment and Subsequent Orders

deleted effective 6/30/05

CHANGES TO FRIEND OF THE COURT FORMS (continued)

FOC 12 Order

Added parenthetical to item 1 and added item 9

FOC 13a Complaint for Enforcement of Health Care Expense Payment

Revised Notice to Oligor and changed MCL cite at foot of form

FOC 14 Bench Warrant

Removed reference to current arrearages

FOC 16 21 Day Notice to Alleged Violator of Custody or Parenting Time Provisions

Removed item 3, renumbered remaining items, and bolded new item 4

FOC 19 Motion and Order to Show Cause for Contempt (Custody/Parenting Time)

Added option to item 2 and revised Certificate of Mailing

FOC 20 Notice of Income Tax Intercept

deleted

FOC 25 Order Change in Venue and Transferring Case (Post-Judgment)

Revised item 7

FOC 26 Request for Consumer Credit Information and Reply

deleted

FOC 27 Notice to Payer Regarding Request for Credit Information

deleted

FOC 28 Notice of Arrearage (Interstate Income Withholding Act)

deleted

FOC 29 Order Allowing Change of Domicile/Legal Residence

Revised items 2 and 6

CHANGES TO FRIEND OF THE COURT FORMS (continued)

FOC 30a Order Confirming Registration of Out of State Support Order (UIFSA)

Removed reference to social security numbers, revised items 7, 10, and 11, and added Certificate of Mailing

FOC 31 Petition and Order for Transferring Case (RURESA)

deleted

FOC 32 Request for Tax Refund Offsets

deleted

FOC 33 Friend of the Court Support Recommendation

deleted (see FOC 10 and 10a)

FOC 34-38 Child Support Recommendation Worksheets

deleted

FOC 39a Friend of the Court Case Questionnaire

Revised items 18 and 19, added new item 20, renumbered remaining items, revised new items 38 and 39, and added new item 40

FOC 39b Friend of the Court Case Questionnaire

Renumbered items, removed field for social security number (old item 46), added new item 46, changed General Assistance to State Disability Assistance, and changed AFDC to FIP

FOC 39c Friend of the Court Case Questionnaire

Renumbered items

FOC 39d Friend of the Court Case Questionnaire

Revised statement after last item (now item 79), added date and signature lines, and added reference to W-2s and 1099s to Reminder List

FOC 40 Motion to Require Bond to Secure Future Support

Changed title, replaced references to petition with motion, changed items 2 and 3, revised Certificate of Mailing, and removed cites

CHANGES TO FRIEND OF THE COURT FORMS (continued)

FOC 41 Order for Bond to Secure Future Support

Changed title, replaced references to petition with motion, changed items 3 and 4, added new item 5 and renumbered items, and removed cites

FOC 42 Performance Bond

deleted

FOC 43 Motion to Release or Forfeit Bond to Secure Future Support

Changed title, replaced references to petition with motion, revised Certificate of Mailing, and removed cites

FOC 44 Order Releasing or Forfeiting Bond to Secure Future Support

Changed title, replaced references to petition with motion, revised items 5 and 6, and removed cites

FOC 55 Statement of Account

Changed title, revised item 3, added item 4, removed last sentence, and added cite

FOC 56 Referee Findings and Recommendation for Order After Hearing on Bench Warrant/ Show Cause (Support), Page 1 and 2

Changed title, merged with FOC 56b, revised item 7, replaced cash appearance bond with performance bond in item 10, added new item 13, renumbered items, revised new item 15, and removed cite

FOC 56b Referee Findings and Report After Hearing on Bench Warrant/Show Cause (Support), Page 2

Renumbered; merged with FOC 56

FOC 57 Referee Findings and Recommendation for Order After Hearing on Alleged Custody/Parenting Time Violation

Changed title, revised item 8, and removed cite

FOC 59 Referee Findings and Report After Hearing on Income Withholding

deleted

CHANGES TO FRIEND OF THE COURT FORMS (continued)

FOC 60	Referee Findings and Recommendation for Order After Hearing on Modification of Support
	Changed title, removed lines for date of support order and name of payer, revised items 2, 4, and 8 and removed cite
FOC 63	Agreement Suspending Immediate Income Withholding
	Removed MSA cites and revised item 3c
FOC 64	Order Suspending Immediate Income Withholding
	Removed MSA cites and revised items 2c3) for both options
FOC 69	Notice of Review on Arrearage (Consumer Reporting Agency)
	Removed MSA cite
FOC 70	Determination on Arrearage
	Removed item 9 and MSA cite
FOC 73	Motion to Suspend/Reinstate Support Order or Automatic Enforcement of Support
	deleted
FOC 74	Order to Suspend/Reinstate Support Order or Automatic Enforcement of Support
	deleted
FOC 75	Address Information Request
	deleted
FOC 81	Motion to Suspend License
	Replaced references to petition with motion, revised Certificate of Mailing, and removed MSA cites
FOC 90	Notice of Lien cannot use, effective immediately
	Revised sentence about surcharge and modified notary to comply with statute

CHANGES TO FRIEND OF THE COURT FORMS (continued)

FOC 92 Notice to Release Lien

Removed field for social security number, removed MSA cites, modified notary to comply with statute, and revised Certificate of Mailing

FOC 92a Notice of Conditional Release of Lien

deleted

FOC 93 Notice of Intent to Levy

Removed field for social security number and removed MSA cite

FOC 94 Order Correcting Omission in Order

Replaced language in Redirection and Abatement with language used in FOC 10

FOC 96 Certificate for Interstate Lien

deleted (use federal form)

FOC 97 Request and Writ for Non-Periodic Garnishment for Child Support (FIDM)

deleted

FOC 98 Garnishee Disclosure on Non-Periodic Garnishment for Child Support

deleted

FOC 99a Order Confirming Registration of Out-of-State Child Custody Determination (UCCJEA)

Removed fields for social security numbers and revised item 9

FOC 101 Advice of Rights Regarding Use of Friend of the Court Services

Modified item 1a and changed the Acknowledgment Regarding Services

FOC 101a Supplemental Notice to Advice of Rights Regarding Use of Friend of the Court Services

deleted

FOC 102 Order Exempting Case from Friend of the Court Services

Revised Certificate of Mailing and added items 7 and 8 to the back of the form

CHANGES TO FRIEND OF THE COURT FORMS (continued)

FOC 103 Notice of Friend of the Court Case Closure

deleted (use federal form)

FOC 104 Request to Reopen Friend of the Court Case

Added sentence about Verified Statement and Application for IV-D Services and revised Certificate of Mailing

FOC 105 Support Enforcement Order for Work First Program

deleted

FOC 105a Support Enforcement Order for Work First Program

deleted

FOC 106 Notice of Redirection or Abatement of Child Support

new form

FOC 107 Notice of Objection to Proposed Redirection or Abatement of Child Support

new form

FOC 108 Change in Personal Information

Added lines for printed name and social security number of filing party and added line for printed name of other party